# CONFIDENTIAL



3 November 1960

MEMORANDUM FOR: Director of Training

THROUGH

Executive Officer

SUBJECT

: Weekly Activities Report No. 17 Instructional Services Branch

18--23 November 1960

## I. Significant Items

# A. Film Production

1. Security Film

25X1A9a spent most of 22 November at selecting the background music to be used 25X1A5a1 in this film. The editorial work by continues on 25X1A5a1 schedule with no change in the projected completion date. 2. DD/I Film 25X1A9a on 21 November to discuss the entire script for this film. As a result, we have been given the go-anead to produce Part I After many hours of searching, a suitable location has been discovered at which the exterior scenes will be shot. The location is at Van Ness St. and Renc Rd., N. W., adjacent to the Bureau of Standards. We plan to start shooting on a December, weather permitting. With good weather we can wrap up the exterior requirements in 5 to 7 25X1A6a days after which we will proceed to to shoot the interiors. 25X1A9a , cameraman, has been requested to report for duty the morning of 5 December with the understanding that there will be a holiday break from 19 December through 2 January. Our activities in D. C. will be on a strickly overt 25X1A9a basis. Office of Security, and C/ISB have an appointment on 28 November with the Captain of the sth Precinct, D. C. Police, at which time we will outline our plans and request whatever police assistance is necessary. The 25X1A9a cast has not yet been selected but will concentrate on accomplishing this next week.

SEGRET

Audio Aids Section -- Nothing of significance to report.

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# C. Visual Aids Section

### Management

- 1. Mounting, acetate encrosure for map, civil defense.
- 2. Chart, layout, "Cycle of Management,"

#### LAS

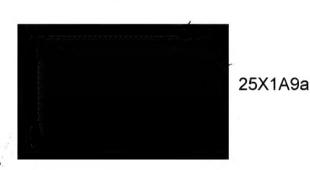
Mount and jig-saw photographic blowups, single draped figures, 74 inches, total 4.

#### DIK

Letterhead design, OTR anniversary.

Miscellaneous signs, nameplates, and minor constructions for following components:

15)) 44 5 Ops. Schl. 74 5



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